

Weekly Log of Work Activities (Write a Brief Overview of Your Work Here) WEEK No \_\_\_\_\_ YEAR \_\_\_\_\_

**MONDAY**

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**TUESDAY**

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**WEDNESDAY**

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**THURSDAY**

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**FRIDAY**

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**SATURDAY/SUNDAY**

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**Weekly Summary Table (Transfer Your Weekly Summary From Your Diary Here) WEEK No \_\_\_\_\_ YEAR \_\_\_\_\_**

WORK AREA	ACTIVITY	SUPERVISION	TIME							TOTAL HOURS	EQUIPMENT/TESTS/MATERIALS
			S	M	T	W	T	F	S		
Install Support/Protection											
Install/Terminate LV Cables											
Install Network Comms Cables											
Install/Term extra LV Cables											
Test Apparatus/Circuits											
Fault Find – Electrical											
Install Apparatus											
Maintain/Repair Apparatus											
Explosion Protected Equipment											
Refrigeration – Air Con											
Assembly											
Instrumentation											
Leave											
Off Job Training (College)											
Work Practices											
Supplementary Work											